

**Texas Education Agency
Standard Application System (SAS)**

2014-2016 Technology Lending Program Grant

Program authority:	General Appropriations Act, Article III, Rider 8, 83rd Texas Legislature; TEC, Chapter 31, Section 31.021(f) and Chapter 32	FOR TEA USE ONLY Write NOGA ID here: Place date stamp here: <div style="text-align: right; font-size: small;"> Received Texas Education Agency 2014 MAY 13 AM 11:55 Document Control Center </div>
Grant period:	October 1, 2014, to August 31, 2016	
Application deadline:	5:00 p.m. Central Time, May 13, 2014	
Submittal information:	Four complete copies of the application, three with original signature (blue ink preferred), must be received no later than the aforementioned time and date at this address: <div style="text-align: center;"> Document Control Center, Division of Grants Administration Texas Education Agency 1701 North Congress Ave Austin TX 78701-1494 </div>	
Contact information:	Kathy Ferguson: techlending@tea.state.tx.us; (512) 463-9400	

Schedule #1—General Information

Part 1: Applicant Information

Organization name		County-District #	Campus name/#	Amendment #
Comanche ISD		047901	H. R. Jefferies Junior High	
Vendor ID #	ESC Region #	US Congressional District #	DUNS #	
756000765	14	11	798605833	
Mailing address			City	State ZIP Code
1414 N Austin Street			Comanche	TX 76442

Primary Contact

First name	M.I.	Last name	Title
Linda	L	McGinnis	Technology Director
Telephone #	Email address		FAX #
325-356-1734	lmcginnis@comancheisd.net		325-356-2312

Secondary Contact

First name	M.I.	Last name	Title
Kathy		Herring	Finance Manager
Telephone #	Email address		FAX #
325-356-2727	kherring@comancheisd.net		325-356-2312

Part 2: Certification and Incorporation

I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I further certify that any ensuing program and activity will be conducted in accordance with all applicable federal and state laws and regulations, application guidelines and instructions, the general provisions and assurances, debarment and suspension certification, lobbying certification requirements, special provisions and assurances, and the schedules attached as applicable. **It is understood by the applicant that this application constitutes an offer and, if accepted by the Agency or renegotiated to acceptance, will form a binding agreement.**

Authorized Official:

First name	M.I.	Last name	Title
Rick		Howard	Superintendent
Telephone #	Email address		FAX #
325-356-2727-x1101	rhoward@comancheisd.net		325-356-2312
Signature (blue ink preferred)			Date signed



Only the legally responsible party may sign this application.

701-14-107-132

Schedule #1—General Information (cont.)

County-district number or vendor ID: 047901

Amendment # (for amendments only):

Part 3: Schedules Required for New or Amended Applications

An X in the "New" column indicates a required schedule that must be submitted as part of any new application. The applicant must mark the "New" checkbox for each additional schedule submitted to complete the application.

For amended applications, the applicant must mark the "Amended" checkbox for each schedule being submitted as part of the amendment.

Schedule #	Schedule Name	Application Type	
		New	Amended
1	General Information	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2	Required Attachments and Provisions and Assurances	<input checked="" type="checkbox"/>	N/A
4	Request for Amendment	N/A	<input checked="" type="checkbox"/>
5	Program Executive Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6	Program Budget Summary	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8	Professional and Contracted Services (6200)	<input type="checkbox"/>	<input type="checkbox"/>
9	Supplies and Materials (6300)	<input type="checkbox"/>	<input type="checkbox"/>
10	Other Operating Costs (6400)	<input type="checkbox"/>	<input type="checkbox"/>
11	Capital Outlay (6600/15XX)	<input type="checkbox"/>	<input type="checkbox"/>
12	Demographics and Participants to Be Served with Grant Funds	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13	Needs Assessment	<input checked="" type="checkbox"/>	<input type="checkbox"/>
14	Management Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15	Project Evaluation	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16	Responses to Statutory Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17	Responses to TEA Requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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Schedule #2—Required Attachments and Provisions and Assurances

County-district number or vendor ID: 047901

Amendment # (for amendments only):

Part 1: Required Attachments

The following table lists the fiscal-related and program-related documents that are required to be submitted with the application (attached to the back of each copy, as an appendix).

#	Applicant Type	Name of Required Fiscal-Related Attachment
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No fiscal-related attachments are required for this grant.

#	Name of Required Program-Related Attachment	Description of Required Program-Related Attachment
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No program-related attachments are required for this grant.

Part 2: Acceptance and Compliance

By marking an X in each of the boxes below, the authorized official who signs Schedule #1—General Information certifies his or her acceptance of and compliance with all of the following guidelines, provisions, and assurances.

Note that provisions and assurances specific to this program are listed separately, in Part 3 of this schedule, and require a separate certification.

X	Acceptance and Compliance
x	I certify my acceptance of and compliance with the <u>General and Fiscal Guidelines</u> .
X	I certify my acceptance of and compliance with the <u>program guidelines</u> for this grant.
X	I certify my acceptance of and compliance with all <u>General Provisions and Assurances</u> requirements.
X	I certify that I am not debarred or suspended. I also certify my acceptance of and compliance with all <u>Debarment and Suspension Certification</u> requirements.

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Schedule #2—Required Attachments and Provisions and Assurances

County-district number or vendor ID: 047901

Amendment # (for amendments only):

Part 3: Program-Specific Provisions and Assurances

X I certify my acceptance of and compliance with all program-specific provisions and assurances listed below.

#	Provision/Assurance
1.	The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this grant will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
2.	The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.
3.	The applicant assures that funds provided under the Instructional Materials Allotment (IMA) or other funding are insufficient to purchase enough lending technology for every student who needs dedicated access to a device.
4.	The applicant assures that it will provide access to lending technology and residential access to the Internet for students, including economically disadvantaged students and students with disabilities, who do not already have either the needed equipment or Internet service for learning at home.
5.	The applicant understands that equipment purchased with Technology Lending Program Grant funds is the property of the district or charter school.
6.	The applicant assures that infrastructure and technical support are adequate to support students' use of loaned equipment provided through the grant at its participating campus(es).
7.	The applicant assures that it will provide adequate staff to administer the program and ensure successful implementation.
8.	The applicant assures that it will account for the technology lending equipment in accordance with district policy for accounting for such equipment, including providing insurance when insurance is typically provided for such equipment. The applicant understands that the grant funds cannot be used to replace lost, stolen, or damaged equipment.
9.	The applicant assures that it will obtain a Technology Lending Agreement signed by the parents/guardian of each participating student and by the student participating in the program, including an assurance of student's mastery of the grade-appropriate Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills.
10.	The applicant assures that it has an approved 2013-2014 district technology plan on file with TEA. The applicant understands that if an approved 2013-2014 district technology plan is not on file with TEA at the time the application is submitted to TEA on the application due date, the application is not eligible to be funded.
11.	The applicants assures that it is at Developing or higher Level of Progress in Teaching and Learning and in Educator Preparation in their Texas Campus School Technology and Readiness (STaR Chart) report for the 2012-2013 school year.
11.	The applicant assures that technology lending and use of electronic instructional materials are incorporated into school district or open-enrollment charter school's technology plan.
12.	The applicant assures that appropriate professional development has already been provided for teachers in the use of digital content or that appropriate professional development will be provided within the first three months of the grant period (i.e., October 1, 2014-December 31, 2014) to be prepared for the grant implementation.
13.	The applicant assures that a minimum of 50% of the funds awarded will be spent within the first four months of the grant period (i.e., October 1, 2014-February 1, 2015), and that 100% of the funds will be expended no later than the end of the 1 st year of the grant period (i.e. August 31, 2015) to ensure full program implementation through August 31, 2016.
14.	The applicant agrees to collect and report the data for the performance measures stated in the Program Guidelines under Program Evaluation. The applicant assures it will develop appropriate systems and processes to collect and report the required data.

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Schedule #4—Request for Amendment

County-district number or vendor ID: 047901

Amendment # (for amendments only):

Part 1: Submitting an Amendment

This schedule is used to amend a grant application that has been approved by TEA and issued a Notice of Grant Award (NOGA). **Do not submit this schedule with the original grant application.** Refer to the instructions to this schedule for information on what schedules must be submitted with an amendment.

An amendment may be submitted by mail **or** by fax. Do not submit the same amendment by both methods. Amendments submitted via email will not be accepted.

If the amendment is mailed, submit three copies of each schedule pertinent to the amendment to the following address: Document Control Center, Division of Grants Administration, Texas Education Agency, 1701 N. Congress Ave., Austin TX 78701-1494.

If the amendment is faxed, submit one copy of each schedule pertinent to the amendment to either of the following fax numbers: (512) 463-9811 or (512) 463-7915.

The last day to submit an amendment to TEA is listed on the [TEA Grant Opportunities](#) page. An amendment is effective on the day TEA receives it in substantially approvable form. All amendments are subject to review and approval by TEA.

Part 2: When an Amendment Is Required

For all grants, regardless of dollar amount, prior written approval is required to make certain changes to the application. Refer to the "When to Amend" guidance posted in the Amendments section of the Division of Grants Administration [Grant Management Resources](#) page to determine when an amendment is required for this grant. Use that guidance to complete Part 3 and Part 4 of this schedule.

Part 3: Revised Budget

			A	B	C	D
#	Schedule #	Class/ Object Code	Grand Total from Previously Approved Budget	Amount Deleted	Amount Added	New Grand Total
2.	Schedule #8: Contracted Services	6200	\$	\$	\$	\$
3.	Schedule #9: Supplies and Materials	6300	\$	\$	\$	\$
4.	Schedule #10: Other Operating Costs	6400	\$	\$	\$	\$
5.	Schedule #11: Capital Outlay	6600/ 15XX	\$	\$	\$	\$
6.	Total direct costs:		\$	\$	\$	\$
7.	Indirect cost (%):		\$	\$	\$	\$
8.	Total costs:		\$	\$	\$	\$

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Schedule #4—Request for Amendment (cont.)

County-district number or vendor ID: 047901

Amendment # (for amendments only):

Part 4: Amendment Justification

Line #	# of Schedule Being Amended	Description of Change	Pro
1.			
2.			
3.			
4.			
5.			
6.			
7.			

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Schedule #5—Program Executive Summary

County-district number or vendor ID: 047901

Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

The goal of this project is to increase student achievement. "Successful one-to-one learning programs match how 21st century students interact and learn. Defined as an environment where students and teachers have around-the-clock use of a notebook computer as well as online and offline access to educational software and digital authoring tools. One-to-one programs help student acquire the many skills they need to succeed – academically, personally, and professionally – in the decades to come" (Apple Inc., 2007).

Instrumental to the construction of this plan is Comanche's current experience in successfully implementing a one-to-one initiative in grades 7-12. For the past four years the district has taken on the job of funding the Comanche One-to-One program, also known as "COTO". This program, established in CISD's technology plan and *The Texas Long Range Plan for Technology, 2006-2020* (LRPT), is now in jeopardy due to state funding cuts. Financial hardship taken on by the district has cut funding of the COTO Program. With the increase in digital instructional materials, the importance of expanding the existing program is even more vital. Immersion is not "technology initiative," but rather a "learning initiative".

It is our intent to enhance our "anytime, anywhere learning program" by teaching students the responsibility of "ownership" of a digital device and allowing students to carry their "mobile computing device" 24/7. With this grant, we will extend the one-to-one initiative to the students of H.R. Jefferies Junior High school, a 71.37% projected economically disadvantaged campus next year with the addition of the sixth grade. Grant funds will also be utilized to provide internet access for those students without service on a check-out system.

Adopted digital instructional materials in Writing, Science, and Math are utilized for junior high students. The campus plans to implement a "flipped classroom" approach to Math classes next year. Currently the H.R. Jefferies Junior High School Campus has classroom sets available for teacher/student use but these systems are outdated and unreliable. Technology Applications is taught every day in a computer lab, so scheduled use of those computers is not available. Teachers are unable to fully implement digital instruction with their students in all subjects due to this limited number and quality of systems available.

Grant funds will additionally increase devices available to our lower grades as we can relocate existing systems. One-to-one computing at the Junior High prepares these students to enter high school with the skills to handle the responsibility of a personal device and enhancing our current COTO (Comanche One-to-One) Program.

The district will continue to provide strong professional development that integrates pedagogy, assessment, classroom management, lesson/unit design, project based learning, and student engagement. Comanche teachers are committed to the professional development time required to establish digital learning resources and understand the district's expectation in the increased use of technology to boost student achievement.

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By TEA staff person:

Schedule #5—Program Executive Summary (cont.)

County-district number or vendor ID: 047901

Amendment # (for amendments only):

Provide a brief overview of the program you plan to deliver. Refer to the instructions for a description of the requested elements of the summary. Response is limited to space provided, front side only, font size no smaller than 10 point Arial.

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Schedule #6—Program Budget Summary

County-district number or vendor ID: 047901			Amendment # (for amendments only):			
Program authority: General Appropriations Act, Article III, Rider 8, 83rd Texas Legislature; Texas Education Code, Chapter 31, Section 31.021(f) and Chapter 32						
Grant period: October 1, 2014, to August 31, 2016			Fund code: 410			
Budget Summary						
Schedule #	Title	Class/ Object Code	Program Cost	Admin Cost	Total Budgeted Cost	
Schedule #8	Professional and Contracted Services (6200)	6200	\$2500	0	\$2500	
Schedule #9	Supplies and Materials (6300)	6300	\$97500	\$0	\$97500	
Schedule #10	Other Operating Costs (6400)	6400	\$0	\$0	\$0	
Schedule #11	Capital Outlay (6600/15XX)	6600/ 15XX	\$0	\$0	\$0	
Total direct costs:			\$100000	\$0	\$100000	
Percentage% indirect costs (see note):			N/A	\$0	\$0	
Grand total of budgeted costs (add all entries in each column):			\$100000	\$0	\$100000	
Administrative Cost Calculation						
Enter the total grant amount requested:					\$0	
Percentage limit on administrative costs established for the program (15%):					× .15	
Multiply and round down to the nearest whole dollar. Enter the result.						
This is the maximum amount allowable for administrative costs, including indirect costs:					\$0	

NOTE: Indirect costs are calculated and reimbursed based on actual expenditures when reported in the expenditure reporting system, regardless of the amount budgeted and approved in the grant application. If indirect costs are claimed, they are part of the total grant award amount. They are not in addition to the grant award amount.

Indirect costs are not required to be budgeted in the grant application in order to be charged to the grant. Do not submit an amendment solely for the purpose of budgeting indirect costs.

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Schedule #8—Professional and Contracted Services (6200)

County-district number or vendor ID: 047901

Amendment # (for amendments only):

NOTE: Specifying an individual vendor in a grant application does not meet the applicable requirements for sole-source providers. TEA's approval of such grant applications does not constitute approval of a sole-source provider.

Expense Item Description		Grant Amount Budgeted
6269	Rental or lease of buildings, space in buildings, or land Specify purpose:	\$
6299	Contracted publication and printing costs (specific approval required only for nonprofits) Specify purpose:	\$
62XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be completed by ESC only when ESC is the applicant. Check all that apply: <input type="checkbox"/> Salaries/benefits <input checked="" type="checkbox"/> Other: Air Cards <input type="checkbox"/> Networking (LAN) <input type="checkbox"/> Other: <input type="checkbox"/> Computer/office equipment lease <input type="checkbox"/> Other: <input type="checkbox"/> Building use <input type="checkbox"/> Other: <input type="checkbox"/> Copier/duplication services <input type="checkbox"/> Other: <input type="checkbox"/> Telephone <input type="checkbox"/> Other: <input type="checkbox"/> Administrative <input type="checkbox"/> Other:	\$2500
a. Subtotal of professional and contracted services (6200) costs requiring specific approval:		\$2500

Professional Services, Contracted Services, or Subgrants Less Than \$10,000

#	Description of Service and Purpose	Check If Subgrant	Grant Amount Budgeted
1		<input type="checkbox"/>	\$
2		<input type="checkbox"/>	\$
3		<input type="checkbox"/>	\$
4		<input type="checkbox"/>	\$
5		<input type="checkbox"/>	\$
6		<input type="checkbox"/>	\$
7		<input type="checkbox"/>	\$
8		<input type="checkbox"/>	\$
9		<input type="checkbox"/>	\$
10		<input type="checkbox"/>	\$
b. Subtotal of professional services, contracted services, or subgrants less than \$10,000:			\$

Professional Services, Contracted Services, or Subgrants Greater Than or Equal to \$10,000

Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
Describe topic/purpose/service:		
Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
1	Contractor's payroll costs # of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services	\$
	Contractor's supplies and materials	\$
	Contractor's other operating costs	\$
	Contractor's capital outlay (allowable for subgrants only)	\$
Total budget:		\$

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Schedule #8—Professional and Contracted Services (6200)

County-District Number or Vendor ID: 047901

Amendment number (for amendments only):

Professional Services, Contracted Services, or Subgrants Greater Than or Equal to \$10,000 (cont.)

2	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
3	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
4	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
5	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	

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Schedule #8—Professional and Contracted Services (6200)			
County-District Number or Vendor ID: 047901		Amendment number (for amendments only):	
Professional Services, Contracted Services, or Subgrants Greater Than or Equal to \$10,000 (cont.)			
6	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
7	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
8	Specify topic/purpose/service:		<input type="checkbox"/> Yes, this is a subgrant
	Describe topic/purpose/service:		
	Contractor's Cost Breakdown of Service to Be Provided		Grant Amount Budgeted
	Contractor's payroll costs	# of positions:	\$
	Contractor's subgrants, subcontracts, subcontracted services		\$
	Contractor's supplies and materials		\$
	Contractor's other operating costs		\$
	Contractor's capital outlay (allowable for subgrants only)		\$
Total budget:		\$	
c. Subtotal of professional services, contracted services, and subgrants greater than or equal to \$10,000:		\$	
a. Subtotal of professional services, contracted services, and subgrant costs requiring specific approval:		\$	
b. Subtotal of professional services, contracted services, or subgrants less than \$10,000:		\$	
c. Subtotal of professional services, contracted services, and subgrants greater than or equal to \$10,000:		\$	
d. Remaining 6200—Professional services, contracted services, or subgrants that do not require specific approval:		\$	
(Sum of lines a, b, c, and d) Grand total		\$	

For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

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Schedule #9—Supplies and Materials (6300)							
County-District Number or Vendor ID: 047901					Amendment number (for amendments only):		
Expense Item Description							
63XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be completed by ESC only when ESC is the applicant. Check all that apply:						Grant Amount Budgeted
	<input type="checkbox"/>	Print shop fees	<input type="checkbox"/>	Technology-related supplies			
	<input type="checkbox"/>	Postage	x	Other: Computers			
	<input type="checkbox"/>	Copy paper	<input type="checkbox"/>	Other:			
							\$97500
6399	Technology Hardware—Not Capitalized						
	#	Type	Purpose	Quantity	Unit Cost	Grant Amount Budgeted	
	1	Laptop	6 th grade 1:1	114	\$850	\$97500	
	2				\$		
	3				\$		
	4				\$		
	5				\$		
6399	Technology software—Not capitalized					\$	
6399	Supplies and materials associated with advisory council or committee					\$	
Subtotal supplies and materials requiring specific approval:						\$	
Remaining 6300—Supplies and materials that do not require specific approval:						\$	
Grand total:						\$97500	

For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

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Schedule #10—Other Operating Costs (6400)			
County-District Number or Vendor ID: 047901		Amendment number (for amendments only):	
Expense Item Description			Grant Amount Budgeted
64XX	ESC charges as per approved cost allocation plan, such as internal service fund. To be used by ESC when ESC is the applicant. Check all that apply:		\$
	<input type="checkbox"/> ESC-owned vehicle usage	<input type="checkbox"/> Other:	
	<input type="checkbox"/> Insurance	<input type="checkbox"/> Other:	
6411	Out-of-state travel for employees (includes registration fees)		\$
	Specify purpose:		
6412	Travel for students (includes registration fees; does not include field trips): Specific approval required only for nonprofit organizations.		\$
	Specify purpose:		
6413	Stipends for non-employees (specific approval required only for nonprofit organizations)		\$
	Specify purpose:		
6419	Travel for non-employees (includes registration fees; does not include field trips): Specific approval required only for nonprofit organizations		\$
	Specify purpose:		
6411/ 6419	Travel costs for executive directors (6411); superintendents (6411); or board members (6419): Includes registration fees		\$
	Specify purpose:		
6429	Actual losses that could have been covered by permissible insurance		\$
6490	Indemnification compensation for loss or damage		\$
6490	Advisory council/committee travel or other expenses		\$
6499	Membership dues in civic or community organizations (not allowable for university applicants)		\$
	Specify name and purpose of organization:		
6499	Publication and printing costs—if reimbursed (specific approval required only for nonprofit organizations)		\$
	Specify purpose:		
Subtotal other operating costs requiring specific approval:			\$
Remaining 6400—Other operating costs that do not require specific approval:			\$
Grand total:			\$

In-state travel for employees does not require specific approval. Field trips consistent with grant program guidelines do not require specific approval. See [TEA Guidelines Related to Specific Costs](#) for more information about field trips. For a list of unallowable costs and costs that do not require specific approval, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

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Schedule #11—Capital Outlay (6600/15XX)					
County-District Number or Vendor ID: 047901			Amendment number (for amendments only):		
15XX is only for use by charter schools sponsored by a nonprofit organization.					
#	Description/Purpose	Quantity	Unit Cost	Grant Amount Budgeted	
6669/15XX—Library Books and Media (capitalized and controlled by library)					
1		N/A	N/A	\$	
66XX/15XX—Technology hardware, capitalized					
2			\$	\$	
3			\$	\$	
4			\$	\$	
5			\$	\$	
6			\$	\$	
7			\$	\$	
8			\$	\$	
9			\$	\$	
10			\$	\$	
11			\$	\$	
66XX/15XX—Technology software, capitalized					
12			\$	\$	
13			\$	\$	
14			\$	\$	
15			\$	\$	
16			\$	\$	
17			\$	\$	
18			\$	\$	
66XX/15XX—Equipment, furniture, or vehicles					
19			\$	\$	
20			\$	\$	
21			\$	\$	
22			\$	\$	
23			\$	\$	
24			\$	\$	
25			\$	\$	
26			\$	\$	
27			\$	\$	
28			\$	\$	
66XX/15XX—Capital expenditures for improvements to land, buildings, or equipment that materially increase their value or useful life					
29				\$	
Grand total:				\$	

For a list of unallowable costs, as well as guidance related to capital outlay, see the guidance posted on the Division of Grants Administration [Grant Management Resources](#) page.

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Schedule #12—Demographics and Participants to Be Served with Grant Funds

County-district number or vendor ID: 047901

Amendment # (for amendments only):

Part 1: Student Demographics. Enter the data requested for the population to be served by this grant program. If data is not available, enter DNA. Use the comments section to add a description of any data not specifically requested that is important to understanding the population to be served by this grant program.

Total enrollment:**283**

Category	Number	Percentage	Category	Percentage
African American	1	N/A	Attendance rate	96.39%
Hispanic	134	N/A	Annual dropout rate (Gr 9-12)	0%
White	140	N/A	TAKS met 2011 standard, all tests (sum of all grades tested; standard accountability indicator)	N/A
Asian	2	N/A	TAKS commended 2011 performance, all tests (sum of all grades tested)	N/A
Economically disadvantaged	202	71.37%	Students taking the ACT and/or SAT	N/A
Limited English proficient (LEP)	19	.07%	Average SAT score (number value, not a percentage)	N/A
Disciplinary placements	6	.02%	Average ACT score (number value, not a percentage)	N/A

Comments

Part 2: Students to Be Served with Grant Funds. Enter the number of students in each grade, by type of school, projected to be served under the grant program.

School Type	PK (3-4)	K	1	2	3	4	5	6	7	8	9	10	11	12	Total
Public								95	95	93					283
Open-enrollment charter school															
Public institution															
Private nonprofit															
Private for-profit															
TOTAL:								95	95	93					283

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Schedule #13—Needs Assessment

County-district number or vendor ID: 047901

Amendment # (for amendments only):

Part 1: Process Description. A needs assessment is a systematic process for identifying and prioritizing needs, with "need" defined as the difference between current achievement and desired or required accomplishment. Describe your needs assessment process, including a description of how needs are prioritized. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

In an effort to enhance a one-to-one program started five years ago, Comanche ISD is seeking the Technology Lending Program Grant. Local funds have been utilized up until this point for COTO (Comanche One-to-One), the district's program, but the funding crisis currently effecting Texas Public Schools has put the program on hold. Local funds available have been targeted at maintaining the program at the high school level.

Teachers and students at high school, junior high and middle school surveyed were steadfastly opposed to ending the COTO lending program because the curriculum and instruction has changed to include technology integration at a high level. The addition of online resources and textbooks has increased over the past five years to where a number of teachers no longer use a hard copy text. Adoption of online textbooks makes 24/7 student access a priority.

With devices from the current COTO program in place for grades 7 – 12, funds from this grant will allow the district to extend the use of 1:1 devices to the 6th grade students who will be attending our newly reorganized Junior High; a 71.37% economically disadvantaged campus. Increased use of online instructional materials that were adopted at this campus will require students to use a personal digital device. At this time Junior High utilizes the following online instructional materials:

- Writing
- Reading
- Science
- Math
- Technology Applications

Beginning this next year, math teachers will begin using a "flipped classroom approach". Students without Internet access at home will be able to:

- Work after school in the campus libraries or tutorial classes (provided by the district)
- Utilize Wi-Fi Hotspots available around the community
- Complete an application to be able to check out a 3G Air Card from the library to take home for online access.

Home access to online service has increased in rural Texas to 55% for Low-Income Households and 70% for Rural Households according to ConnectedTexas (www.connectedtx.org). According to a school district survey, 58% have home Internet service. This grant will allow for 10 Air Cards to be available for checkout strictly for the Junior High students.

Funds from this grant will not be used to provide professional development. The District and the Technology Department provides semi-annual teacher training and are available daily to provide updates and for questions and answers for staff members.

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Schedule #13—Needs Assessment (cont.)

County-district number or vendor ID: 047-901

Amendment # (for amendments only):

Part 2: Alignment with Grant Goals and Objectives. List your top five needs, in rank order of assigned priority. Describe how those needs would be effectively addressed by implementation of this grant program. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Identified Need	How Implemented Grant Program Would Address
1.	Junior High Campus Improvement Plan Goal 1.4 All students will receive a laptop.	Beginning in the Fall 2014, 6 th graders will attend the Junior High campus. This will allow all students in Junior to have a laptop.
2.	Junior High Campus Improvement Plan Goal 3.6 Teacher-developed web pages to assist students and parents.	With a laptop, all students will be able to access teacher web pages for assignments, student and parents notices, etc.
3.	District Improvement Plan Goal 2.1 Frequent screening of Academic Success indicators: (Examples: STARR Benchmarks, STARR Testing) Goal 2.3 Campus interventions to increase student success such as SRA, RTI, and after school tutorials.	The more home access to online textbooks and programs utilized by the students, the higher test scores will be in the District. Students will also be able to access online assignments in tutorials, etc.
4.	Junior High Math Teachers will begin using the "flipped classroom approach" in Fall 2014.	Students will do home assignments on-line with access to the same in class the next day.
5.		

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Schedule #14—Management Plan

County-district number or vendor ID: 047 901

Amendment # (for amendments only):

Part 1: Staff Qualifications. List the titles of the primary project personnel and any external consultants projected to be involved in the implementation and delivery of the program, along with desired qualifications, experience, and any requested certifications. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Title	Desired Qualifications, Experience, Certifications
1.	Technology Director	Will serve as Grant Administrator assuring JH campus wireless backbone will support all WI-FI laptops on campus; that appropriate professional development is addressed,
2.	COTO Specialist	Serves as student and staff Help Desk, checks out and maintains laptops, answers student and staff software questions
3.	Junior High Staff	Will be able to promote, discuss online software assigned to their subject and used by themselves and students
4.	Junior High Principal	Will be actively engaged in student use and safety concerning the laptops
5.	Director of Finance	Will maintain all financial records of the grant

Part 2: Milestones and Timeline. Summarize the major objectives of the planned project, along with defined milestones and projected timelines. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Objective	Milestone	Begin Activity	End Activity
1.	Provide lending program devices (aka COTO) to 6 th graders	1. Lending devices purchased/prepared	09/01/2014	12/13/2014
		2. Lending policies signed/feed paid	10/01/2014	10/20/2014
		3. Lending device available	11/01/2014	02/28/2015
		4. Lending program evaluated	05/15/2015	05/31/2015
		5. Equipment checked in	05/25/2015	05/31/2015
2.	Provide 3G air cards for checkout to JH students for home internet service	1. 3G Air Card devices purchased	10/01/2014	10/15/2014
		2. Home access policy established	10/01/2014	10/15/2014
		3. Home access presented to parents	10/15/2014	10/25/2014
		4. Home access policy signed	10/25/2014	11/01/2014
		5. Home access evaluated	05/25/2015	05/31/2015
3.	Professional Development in adopted digital content and integration tools	1. Professional development is ongoing	09/01/2014	05/31/2016
		2. Professional development evaluation	09/01/2014	05/31/2016
		3.	XX/XX/XXXX	XX/XX/XXXX
		4.	XX/XX/XXXX	XX/XX/XXXX
		5.	XX/XX/XXXX	XX/XX/XXXX
4.		1.	XX/XX/XXXX	XX/XX/XXXX
		2.	XX/XX/XXXX	XX/XX/XXXX
		3.	XX/XX/XXXX	XX/XX/XXXX
		4.	XX/XX/XXXX	XX/XX/XXXX
		5.	XX/XX/XXXX	XX/XX/XXXX
5.		1.	XX/XX/XXXX	XX/XX/XXXX
		2.	XX/XX/XXXX	XX/XX/XXXX
		3.	XX/XX/XXXX	XX/XX/XXXX
		4.	XX/XX/XXXX	XX/XX/XXXX
		5.	XX/XX/XXXX	XX/XX/XXXX

Grant funds will be used to pay only for activities occurring between the beginning and ending dates of the grant, as specified on the Notice of Grant Award.

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Schedule #14—Management Plan (cont.)

County-district number or vendor ID: 047 901

Amendment # (for amendments only):

Part 3: Feedback and Continuous Improvement. Describe the process and procedures your organization currently has in place for monitoring the attainment of goals and objectives. Include a description of how the plan for attaining goals and objectives is adjusted when necessary and how changes are communicated to administrative staff, teachers, students, parents, and members of the community. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

CISD has established an outstanding communication system between the district's technology staff and all those utilizing the district's technology resources. Instructional concerns are expressed through meetings with teachers during monthly conference period professional developments along with technology leader meetings on each campus. Here teachers and administrators are given a forum to share successes and express concerns with ongoing technology initiatives.

A COTO (Comanche One-to-One) website is also in place to publicize what is happening with the program. A timeline of implementation along with changes that have happened due to ongoing evaluations is updated publicizing teacher and student activities. Evaluations occur on a yearly basis, or when decision data is required, addressing current instructional needs, technology uses, and projecting trends.

Changes are communicated to administrative staff and teachers through monthly campus meetings and documented with sign-in attendance sheets and written documentation of meeting recorded. Students are updated in classroom settings by teachers and technology staff as needed. Parents receive written notices sent home with students or in some cases, mailed directly to their home. Community members are informed through the district and campus web sites.

Part 4: Sustainability and Commitment. Describe any ongoing, existing efforts that are similar or related to the planned project. How will you coordinate efforts to maximize effectiveness of grant funds? How will you ensure that all project participants remain committed to the project's success? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The existing COTO (Comanche One-to-One) program has truly integrated technology into the curriculum. For the past five years students have had outstanding access to digital content at school, at home and/or wifi hot spots around town. Teachers are utilizing digital content at an increasing rate with greater focus on resources available for both instruction and remediation. This grant will allow us to extend COTO to the 6th grade as we are reorganizing our junior high to include grades 6-8.

Comanche High School and the H.R. Jefferies Junior High currently utilize the greatest amount of digital instructional materials due to educational resources available to them and as 1:1 campuses. For the past five years, teachers on these two campuses have been altering their traditional instruction to include digital materials, encouraging technological integration and any-time, any-where learning. A Help Desk Coordinator is located in the Junior High complex and this will help maximize the effectiveness of integrating the 6th grade devices into the system.

How will we ensure participants remain committed to project's success?

Comanche staff and administrators are totally committed to the COTO program. Efforts have been made, despite cutbacks from the state, to continue to maintain COTO, the Technical Support Desk in campus libraries, and Help Desk staff within the district. Students are issued a loaner device until their regularly issued device is repaired. Wifi on campus is available after school as are hot spots within the community. Budgets for next year are currently being committed to continue these programs.

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Schedule #15—Project Evaluation

County-district number or vendor ID: 047 901

Amendment # (for amendments only):

Part 1: Evaluation Design. List the methods and processes you will use on an ongoing basis to examine the effectiveness of project strategies, including the indicators of program accomplishment that are associated with each. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

#	Evaluation Method/Process	Associated Indicator of Accomplishment	
1.	Monthly meetings with technology staff and campus leaders	1.	Sign-in attendance sheet
		2.	Written documentation of meeting recorded
		3.	
2.	Monthly meetings with all campus teachers and administrators	1.	Sign-in attendance sheets
		2.	Written documentation of meeting recorded
		3.	
3.	Parent, student and teacher survey data gathered at the end of every school year	1.	Cumulative data results
		2.	
		3.	
4.	Formative and summative teacher evaluations demonstrating classroom use	1.	Principal evaluation demonstrating technology indicator is accomplished
		2.	Lesson plans representative of instructional technology use
		3.	
5.	Student assessments	1.	Classroom grades
		2.	Standardized test results (STAAR)
		3.	

Part 2: Data Collection and Problem Correction. Describe the processes for collecting data that are included in the evaluation design, including program-level data such as program activities and the number of participants served, and student-level academic data, including achievement results and attendance data. How are problems with project delivery to be identified and corrected throughout the project? Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Technology staff will attend monthly campus meetings and will be provided with time for a technology forum with the staff in order to give instruction and/or have a question/answer session concerning digital instruction proposals or problems. Written documentation of the meeting plus a sign-in sheet will be maintained. Digital instruction results will be shared and technical adjustments will be made to address staff concerns.

Technology staff will meet monthly following campus meetings to address campus staff concerns and facilitate and/or address or correct any perceived problems. These meetings will be documented and a sign-in sheet will be maintained.

A survey will be distributed to parents, students and teachers at the end of the school year and the cumulative results will be distributed among administrators, staff and technology. Program concerns will be addressed and corrected prior to the beginning of the next school year.

Principals will evaluate teachers concerning their demonstration of technology use during the PDAS, classroom walk through, and STAAR Chart.

Student assessments will be demonstrated through six weeks grades and standardized test results. Teachers may use daily or weekly grades in order to demonstrate student understanding of classroom skills and also utilize after school tutoring.

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Schedule #16—Responses to Statutory Requirements

County-district number or vendor ID: 047 901

Amendment # (for amendments only):

Statutory Requirement 1: Applicant must describe how it will use funds to implement or enhance a technology lending program to loan students the equipment necessary to access and use electronic instructional materials. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Comanche ISD is currently reorganizing and moving students due to building improvement projects. This will put the 6th grade students into the current H.R. Jefferies Junior High building. Due to the foresight of the current administration and technology director, the building and the installed technology will support moving the projected 95 sixth graders into the current facilities.

The administration and board of trustees is willing to continue to finance the COTO (Comanche One-to-One) support program as it stands this year. Junior High students are issued an individual personal laptop to take advantage of digital instruction in writing, science, math, social studies, and reading classes.

These funds will be used to provide individual laptops to the sixth grade students coming into Junior High in the fall of 2014 plus 10 loaners and 10 Air Cards that can be checked out by students from the library. Currently all the campus has available to the new students are five-year old laptop cart equipment and it has been determined that these will not be able to serve the student need. The campus math department plans on using a "flipped classroom" approach this year. These laptops will greatly enhance these plans within the department plus ensure that the sixth graders will have equipment to participate in this digital program.

The Air Cards will be in the library to be available to students on a first-come-first-served check out basis. The loaner devices will be available from the Help Desk on an as-needed basis as most device problems can be solved within a few minutes.

Grant money will not be used for professional development as this will be covered by the district. The building Wifi will currently handle the extra equipment due to advanced foresight on the part of the Technology Director. A Help Desk is currently located on campus to take care of devices.

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By TEA staff person:

Schedule #16—Responses to Statutory Requirements

County-district number or vendor ID: 047901

Amendment # (for amendments only):

Statutory Requirement 2: If the applicant has already purchased, or is also purchasing, lending equipment through other funding sources such as the Instructional Materials Allotment, the applicant must describe how equipment from all funding sources will be used in a cohesive manner to support efforts to ensure students have dedicated access to a technology device. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The decision to move the Comanche ISD sixth graders from the Middle School to the Junior High was made quite recently and no decisions to purchase individual laptops had been discussed or made prior to the writing of this grant.

No technology purchases are made from the Instructional Materials Allotment.

No plans have been made at this time, other than to apply for this grant, to fund individual laptops for the sixth graders to fully participate in COTO and the flipped classroom approach in math at this time.

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By TEA staff person:

Schedule #17—Responses to TEA Program Requirements

County-district number or vendor ID: 047901

Amendment # (for amendments only):

TEA Program Requirement 1: Applicant must describe how the lending program aligns with existing mission and goals of the public school district or open-enrollment charter school. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Our mission is to educate all students to their full potential, preparing them to be skillful, lifelong learners, effective communicators, and conscientious citizens of society.

This lending program is a step along the way to begin educating our students to their full potential, effectively giving them a firm foundation in their early education, improving their reasoning skills, encouraging them to be lifelong learners and effective communicators and teaching them to be conscientious of learning the skills to be a good citizen.

Providing the laptops to the six graders will enforce the district vision of "equipping all students with the essential knowledge and skills to achieve their full potential, developing them to read critically, speak fluently, write competently, and listen effectively." We see this as inspiring "enthusiasm for excellence and a quest for new knowledge and skills in both staff and students" as they move beyond traditional classrooms into more active digital learning.

Our students are proving every day that our district "mobilizes the best efforts of all stakeholders toward the common goal of the best interests of the students of Comanche ISD." We firmly believe that technology grants have put equipment and opportunity in the hands of our staff and students to prove that rural schools are among the best of the best.

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By TEA staff person:

Schedule #17—Responses to TEA Program Requirements

County-district number or vendor ID: 047901

Amendment # (for amendments only):

TEA Program Requirement 2: Applicant must describe how it will prioritize campuses with the highest need for a technology lending program. Applicant must also describe how it will ensure access to lending equipment and residential access to the Internet among students who have the greatest need. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Our campuses are prioritized based on the campus' utilizing the most digital instructional materials, funding available and population that can ensure equitable access of use.

The Junior High campus will increase by a full one-third beginning in the fall of 2014. Based on the current three classes projected to be on the Junior High campus in the fall of 2014, the economically disadvantaged rate will be 71.37%. Currently the staff of the Junior High utilized digital instruction in writing, science, math, social studies, and reading. However, the math department plans on using the "flipped classroom" approach for the next year. There are not enough laptops available for students in all three grades. This grant will ensure that all students have access to COTO (1:1), students without home internet service can check out Air Cards from the library, and enough loaner laptops will be available if needed.

Wifi is available on campus after regular school hours and in hot spots within the community. The Air Cards and Wifi programs gives the students opportunities to establish better study habits and access to communication with staff for questions and answer sessions.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 047901

Amendment # (for amendments only):

TEA Program Requirement 3: Applicant must describe how the lending program aligns with current curriculum, instruction, and classroom management policies and/or practices on its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The district COTO (Comanche One-to-One) program was established to begin and support digital instruction. The high school and junior high utilize the greatest amount of digital instruction and the staff has altered their traditional instruction to include digital materials, encouraging technological integration and any-time, any-where learning.

This grant will allow the reorganized junior high grades to be completely immersed in digital learning. The sixth grade will be able to participate in the digital learning with the grant providing laptops on a 1:1 basis, with Air Cards available to students without home internet service and loaners available to those in need. The Junior High Math department had already planned to participate in "flipped classroom" digital practices prior to the decision to move the sixth grade from Middle School to Junior High. The staff is very eager to include the sixth grade in digital learning and anticipate that with new laptops, the students will be eager to participate.

The grant will only be used for laptops and Air Cards. Professional development will be covered by the district. All other infrastructure is in place.

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By TEA staff person:

Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 047901

Amendment # (for amendments only):

TEA Program Requirement 4: Applicant must describe how it is using electronic instructional materials in one or more foundation curriculum subject area(s) for one or more grade level(s). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Comanche Middle School:

Reasoning Minds (4th – 6th) – began using in Spring 2014. Math program designed to enhance math curriculum on line in lab setting.

H. R. Jefferies Junior High: (7-8)

Writing – Texas Write Source; Houghton Mifflin Harcourt

Science – Discovery Education Science

Math – Texas Mathematics: McGraw Hill (adopted)

Reading – Journeys; Houghton Mifflin Harcourt (adopted)

Schedule #17—Responses to TEA Program Requirements (cont.)**For TEA Use Only**

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By TEA staff person:

County-district number or vendor ID: 047901	Amendment # (for amendments only):
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TEA Program Requirement 5: Applicant must describe professional development for teachers in the use of electronic instructional material that has already occurred or will occur within the first three months of the grant period (i.e., October 1, 2014-December 31, 2014) to be prepared for the grant implementation. Note: Any professional development that is provided within the grant period must be provided with non-grant funds. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

An ongoing, high-quality, effective professional development program will provide training for educators and leaders that supports the effective utilization of technology in teaching and learning. This included working with leaders to help create learning environments with a focus on enhancing student achievement. The plan will integrate pedagogy, assessment, classroom management, lesson/unit design, rigorous and relevant learning, project-based learning, student engagement and assessment as part of professional development for teachers.

Ongoing In-House Professional Development – conference time and departmental teacher meetings have been going on since 2012. Items covered include component development, web tools, and extensive list of integration and curricular tools that come available or are requested by teachers.

This professional development will be covered by the district and will begin August 7, 2014 and continue through June 5, 2015.

TEA Program Requirement 6: Applicant must describe how infrastructure is adequate to support students' anticipated use of devices provided through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Comanche ISD has a robust wireless infrastructure that was built utilizing local funds and Erate discounts. Students on every campus are able to attain a strong wireless connection to their devices throughout most of the district. This infrastructure is updated when necessary and maintained through the use of local budgeted funds.

Loaned devices are supported by:

Campus Help Desk – Staffed by one of the campus technology leaders or student KATS (Kids Assisting Technology Service) and resolves many technical issues.

Tech Support Request – If a technical issue is not resolved at the Campus Help desk, a formal request is made to the district technology department. At this level the issues are resolved through the department and the device is returned to the campus.

Vendor Tech Support – When the issue addressed is beyond the technology department's ability to repair, it is escalated to the actual vendor with which the district has extended service agreements on most all devices until they have reached their expected end-of-life use. End-of-life devices are rotated out of the system and utilized for their parts.

Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID:	Amendment # (for amendments only):
--------------------------------------	------------------------------------

For TEA Use Only

Changes on this page have been confirmed with:

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On this date:

By TEA staff person:

TEA Program Requirement 7: Applicant must describe a plan for providing Internet access to the homes of students as needed. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

A wireless air card is made available for those students whose home is without internet service. 3G services are available in Comanche, thus the ability to access the internet at their home is cost effective.

By completing an application, the student's parent may request home internet service. Applications are assembled and routinely screened by a group of teachers, campus principals, and administrators to determine priority of attainment through a point system. This point system may change to necessitate equality of use:

1. No home internet access (5 points)
2. Availability of 3G (5 points)
3. Description of student project requiring home use (5 points)

Once the parent use agreement is completed, with the understanding that this is for their child's school use and what the consequences of abuse are, then the student will have the ability to check out an air card from the school library based on need and availability.

Equality of access may be diminished to students living outside the 3G area. In respect to this, extended library hours currently in place with Wifi service, along with a list of available Wifi hotspots in the community are made available to students.

TEA Program Requirement 8: Applicant must describe how technical support is adequate to support students' anticipated use of devices provided through the grant at its participating campus(es). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Loaned devices are supported by:

Campus Help Desk – Staffed by one of the campus technology leaders or student KATS (Kids Assisting Technology Service) and resolves many technical issues.

Tech Support Request – If a technical issue is not resolved at the Campus Help desk, a formal request is made to the district technology department. At this level the issues are resolved through the department and the device is returned to the campus.

Vendor Tech Support – When the issue addressed is beyond the technology department's ability to repair, it is escalated to the actual vendor with which the district has extended service agreements on most all devices until they have reached their expected end-of-life use. End-of-life devices are rotated out of the system and utilized for their parts.

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By TEA staff person:

Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 047901

Amendment # (for amendments only):

TEA Program Requirement 9: Applicant must describe how the grant will be administered on participating campus(es), including a description of how the check-out and check-in process will operate, who will be in charge of the check-out process, especially in cases of competing need, and the process that will be used to maintain the technology lending equipment in proper working condition. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

The purchases requested in this application will support statewide initiatives by providing the technology resources to ensure that students have access to appropriate research and digital instructional materials.

Check –in and check –out process:

This will be administered through the school's current library automation software. Textbooks are already checked in and out through these procedures, so students are familiar with the process. Technology campus leaders will be in charge of the process for the devices

Air-cards will be tagged like the mobile devices and checked out through the library automation software with instruction on how to connect to 3G services from home.

Maintenance and Repair of all mobile devices and internet access equipment is administered through the technical support desk established in the school's library. When a device is not working it can be taken to the library tech help desk and turned in for repair. Students will be issued a loaner device until their regularly issued device is repaired.

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Schedule #17—Responses to TEA Program Requirements (cont.)

County-district number or vendor ID: 047901

Amendment # (for amendments only):

TEA Program Requirement 10: Applicant must describe how it will account for the technology lending equipment according to local policy, including providing insurance if appropriate. Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

All equipment is unboxed, labeled/barcoded, and entered into our Inventory programs. Those consist of an Asset Database as well as into our Library Asset Management Software. The systems are then checked out individually to a student through this program.

We purchase the "Complete Care" coverage at the time of purchase. This ensures that any stolen/lost/damaged systems will be replaced within the warranty period of 3 years.

All systems are periodically checked for correct student possession. All systems requiring repairs are checked for ownership and a database of repairs is kept on each system.

TEA Program Requirement 11: Applicants must describe the development and implementation of a *Technology Lending Agreement* to be signed by parents or guardians of the students and by the student. The agreement must address responsible use and care of the equipment, responsible use of the district's digital resources, and responsible use of the Internet. The agreement may incorporate an existing *Responsible Use Policy* by reference. The Technology Lending Agreement must verify that students receiving Internet access at home have a demonstrated grade level mastery of the Digital Citizenship strand of the Technology Applications Texas Essential Knowledge and Skills (TEKS). Response is limited to space provided, front side only. Use Arial font, no smaller than 10 point.

Because Comanche ISD High School and Junior High is already a one-to-one program, students and parents are familiar with our policies and procedures that were developed five years ago by the technology committee. Policies are updated to include "Bring Your Own Device" and address internet safety, social media, and technology classroom curriculum used throughout the district.

Documents provided to parents and students are online or printed and they are required to sign include:

- Acceptable Use Policy for Electronic communications and Mobile Device Handbook
- Device Loan Agreement
- Mobile Device Pledge
- Facebook Guidelines

Parents are also provided with Internet Safety tips and are encouraged to utilize Commonsensemedia.org to address additional question on protecting their children.

Also available to parents are:

- Home Internet Access Application – Identifies those in need of home internet access
- Home Internet Access Agreement and Guidelines – details this use is solely for educational use by the student

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